



## Invitation to Bid

**NOTE:** Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>1716 W. Trade Street</b>		<b>SAFE HOME CHARLOTTE</b>
Call project manager for full address		<b>LEADS SAFE CHARLOTTE</b>
NBS17-18		
Bid Walk: <b>3/28/17</b> at <b>9 :15 am</b>		
Bid Opening: <b>4/3/17</b> at <b>2:00 pm</b>		
Client Name: Chrryl Adams	Contact Number:	
Project Manager: Chuck Hitsman	Contact Number: Work- 704-336 3495	

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman (cell # 704-622 1685).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the**

G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN



**SAFE HOME**  
CITY OF CHARLOTTE  
NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 1716 W.Trade Street to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: CDBG 03/14/17 LeadSafe 3/10/2017 Number of Pages: 7

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

**Project Schedule:** *Minimum Start Date - April 7, 2017*

**Completion Deadline:** April 28, 2017

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:

DA



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336 3495  
Fax: (704) 336-3489



## **Instructions to Bidders**

### **Explanations to Bidders**

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

### **Preparation of Bids**

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
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### **Submittal of Bids**

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



***SAFE HOME***  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
  - Scope of Work
  - Addenda Acknowledgement
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

# Work Specification

Prepared By:  
City of Charlotte Neighborhood & Business Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 1716 West Trade St  
Charlotte, NC 28216

Owner: Chrryl Adams

Owner Phone: Home: 858-1414

Structure Type: Single Unit

Program(s): Lead Safe  
Safe Home FY 2015  
Tested- HAS LEAD  
LeadSafe 2106

Square Feet: 1520

Year Built: 1900

Property Value: 138600

Tax Parcel: 07819107

Census Tract:

Property Zone: Council District 2

## Repair Category: 01.0 General Requirements

### Description

Floor Room Exterior

### Permits Required

### GENERAL REQUIREMENTS Exterior

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:            X            =             
Base Quantity Total Cost

### Dumpster

### GENERAL REQUIREMENTS Exterior

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.


Bid Cost:            X            =             
Base Quantity Total Cost

### Portable Toilet

### GENERAL REQUIREMENTS Exterior

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:            X            =             
Base Quantity Total Cost



# Work Specification

## Smoke Detector Hard Wired

GENERAL REQUIREMENTS Exterior

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas. HEALTHY HOMES

Bid Cost:            X            =             
Base Quantity Total Cost

## Combination CO2/Smoke Detector Hard Wired

GENERAL REQUIREMENTS Exterior

Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09) HEALTHY HOMES

Bid Cost:            X            =             
Base Quantity Total Cost

## See Attached Lead Scope

GENERAL REQUIREMENTS Exterior

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts. (4.0)

Bid Cost:            X            =             
Base Quantity Total Cost

## Repair Category: 03.0 Exterior

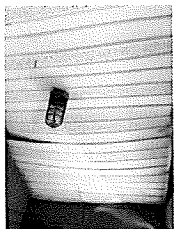
### Description

Floor Room Exterior

### Vinyl Soffit & Aluminum Facia

EXTERIOR Exterior

Install vented vinyl soffit to rear porch ceiling , ensuring soffit is opened up to allow attic ventilation. (11.4)



Bid Cost:            X            =             
Base Quantity Total Cost

## Repair Category: 04.0 Roofing, Gutters & Downspouts

### Description

Floor Room Exterior

### Tear Off & Reroof Shingles

Remove and dispose of existing roofing, inspect and repair roof deck (include 288 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories. (13.3)

Bid Cost:            X            =             
Base Quantity Total Cost

# Work Specification

Repair Category: 06.0 Electrical

## Description

### Light Fixture Exterior - REAR GABLE

install a UL approved, Energy Efficient LED light fixture.



Floor

Room

Exterior

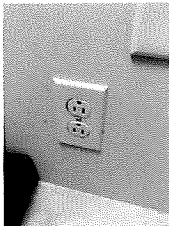
EXTERIOR

Exterior

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

### GFCI Receptacle 20 AMP

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

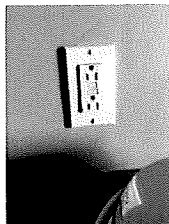


BATHROOM - MAIN

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

### GFCI Receptacle 20 AMP

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed. Electrical OUTLETS INOPERABLE IN; Full bath, Middle Bedroom - window wall, kitchen outlets against laundry/bath wall . Assure all operate to Code.



KITCHEN

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

### Ceiling Fan with Light Kit MASTER BEDROOM & DINING ROOM

Install a 52" 3 speed flush mounted ceiling fan ( height determined by owner ) with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps. Include ceiling fan mounting box.  
Install wall switch. (35.10)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$



# Work Specification

## Repair Category: 08.0 HVAC

### Description

Floor

Room

Exterior

### Range Hood Exterior Vented

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

### Install Duct Work to SUPPLY Room 5 CLOset

Install ductwork from main trunk to Room 5 ( Closet ). Ensure system is properly supported from ground (supply, return, and flex.) Ductwork shall be R-8 and mastic sealed.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Repair Category: 10.0 Floor

### Description

Floor

Room

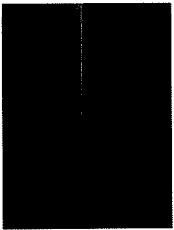
Exterior

### Wood Floor Refinish

DINING ROOM

Exterior

Remove any tack strips, shoe or 1/4 round moldings. Replace any deteriorated planks. Drum and edge sand only repair area floor surfaces. Fill all nail holes and minor voids. Vacuum and tack rag room. Apply a sealer for soft woods, apply owner's selection of stain and two coats of oil based polyurethane varnish. Include all moving of furniture. (30.12)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Repair Category: 11.0 Interior Wall & Trim

### Description

Floor

Room

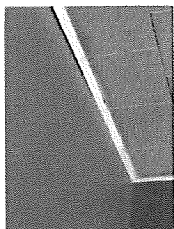
Exterior

### Crown Molding

DINING ROOM

Exterior

Install 2-1/4" finger jointed crown molding around the ceiling painted the same color as the walls.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Repair Category: 13.0 Doors & Windows

### Description

Floor

Room

Exterior

### Vinyl Window ( ROOM 7, C & 8 )

Room 7, C & 8 ( Windows not affected by the Lead Scope )

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill. (17)

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Repair Category: 14.0 Cabinets, Accessories & Appliances

### Description

Floor

Room

Exterior

### Cabinets Wall -KITCHEN

Install wall cabinet ( One ) Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.  
This cabinet is intended to support new Hood Vent Installation.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*DNA*

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

Address

1716 W. Trade Street

Complete the following scope of work:

10-Mar-17

Item #	Feature	Method	Number	Cost P.	COST
1	EXTERIOR- Side A thru Side D - white & gray OLDER od wall, corner boards & attic air vents & frames ( some randomly replaced boards not coated with Lead Based Paint )	Scrape loose & re-paint			
2	EXTERIOR- Side A thru Side D- white & gray OLDER fascia, soffits, crown moldings, trim boards & rafters ( some randomly replaced & not coated with Lead Based Paint ).	Scrape loose & re-paint			
3	EXTERIOR- Windows A1,A2,B1,B2,B3,D1,D2 & D3- white & gray wood window casings, headers, sills, sashes & wells.	Remove & replace with vinyl windows. Paint any interior/exterior window trim.			
4	EXTERIOR- Window C2 ( outside Bath 7 ), Window C3 ( outside Kitchen closet ) & D1 ( outside Kitchen 8 ) - gray wood window	Remove & replace with vinyl windows. Paint any interior/exterior window trim.			
5	EXTERIOR- Side A & Side D Porch- white wood ceiling, crown moldings, ceiling support beams/upper walls & ceiling support columns on Side A ( the Side D ceiling support columns are not coated with Lead Based Paint )	Scrape loose & re-paint			
6	EXTERIOR Side C - white wood skirt board	Scrape loose & re-paint			
7	EXTERIOR - Door A1 ( covered over on one side )- OLDER & OUTER wood door casings & header.	Scrape loose & re-paint			
8	EXTERIOR- House Drip Line, paint chips & elevated lead soil levels.	Remove the soil from the drip-line of the house extending out 36" & down 4-6". All paint chips must be removed. Replace soil with wood mulch.			
9	INTERIOR- Room 3 ( Bedroom2 ) Closet A1, white & beige wood door, casings,header,jambes & stops & cabinet frame & door above closet.	Make smooth & operable, scrape loose paint & re-paint			
10	INTERIOR- ( Kitchen ) Side A thru Side C, white wood baseboards.	Scrape loose & re-paint			
11	INTERIOR- Room 10 ( Hall ) - Door D1 white wood door jamb ( no door & no stops )	Scrape loose & re-paint			
12	INTERIOR- Room 10 ( Hall ) - Door D2 white wood door	Make smooth & operable, scrape loose paint & re-paint			
13	INTERIOR - Elevated Dust Level on Room 3 floor & Room 1 WIndowsills	Complete specialized cleaning on interior floor & sills.			
14	Waste Disposal				
			Total		

Contractors may submit an occupant protection plan on the form provided.

1 Contact Mike Cashio if an additional form is needed. Phone 704-523-4726 Ext. 11685.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

7 Windows being placed in a bathroom need to be tempered glass.

8 START DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

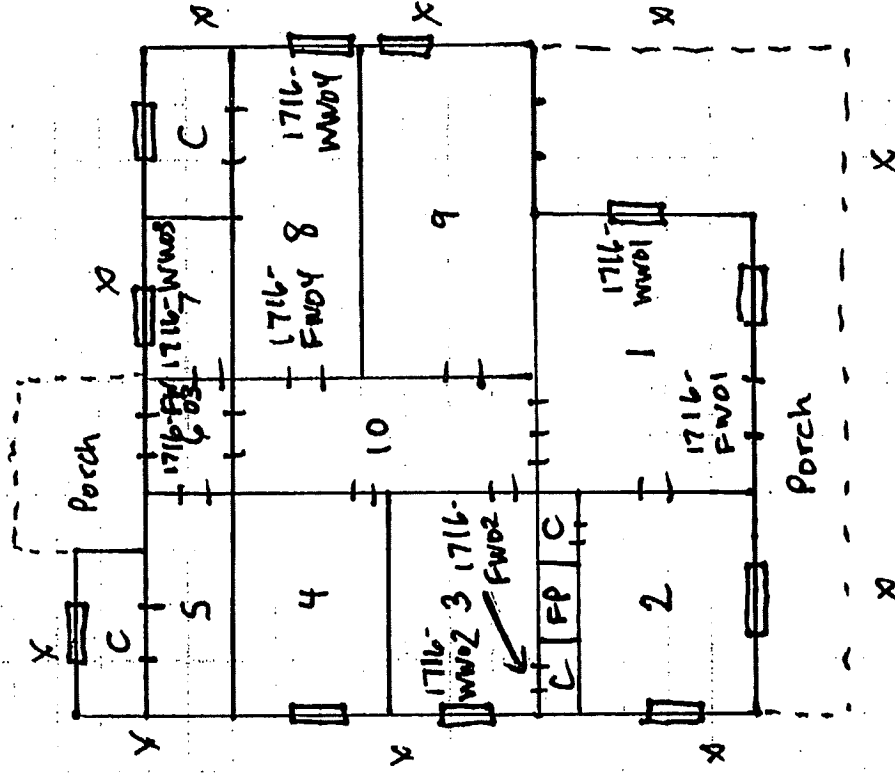
Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone:




**SIDE C**



**SIDE B**

**SIDE D**

**Legend**

-  = Window
-  = Door
-  = Soil Sample Location

**SIDE A**

**NOT TO SCALE**



## Batched Bid Submission

### Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed to the property's listed below to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Address	Bid walk date	Addendum date	Total
Grand total Bid:			
Written Grand Total Bid:			

Company shall enter dates below based on their capacity, when they can start and finish the projects above. Project start date shall be no sooner than January 23, 2017.  
(Contractors will be held accountable for these dates.)

Project start date:	
Project Completion Date:	

Please Print and Sign:	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date:



## Invitation to Bid

**NOTE:** Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>2609 Englehardt Street</b>		<b>SAFE HOME CHARLOTTE</b>
Call project manager for full address		<b>LEADS SAFE CHARLOTTE</b>
NB S 17-18		
Bid Walk: <b>3/28/17 at 11:30 am</b>		
Bid Opening: <b>4/4/17 at 2:00 pm</b>		
Client Name: Geneva Flood	Contact Number:	
Project Manager: Chuck Hitsman	Contact Number: Desk # 704-336 3495	

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**SAFE HOME**  
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above due date and time.

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 27609 Englehardt Street to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: 02/8/17 Lead 02/8/17 Asbestos 2/10/17 CDBG Number of Pages: 10

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

**Project Schedule:** *Minimum Start Date - April 18, 2017*

**Completion Deadline:** May 12, 2017

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



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Charlotte, NC 29202  
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Fax: (704) 336-3489





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***SAFE HOME***  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

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NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

# Work Specification

Prepared By:  
City of Charlotte Neighborhood & Business Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address:	2609 Englehardt Street Charlotte, NC 28216	Owner:	Queen Steadman
Structure Type:	Single Unit	Owner Phone:	(704) 399-7568
Square Feet:	1555	Program(s):	Safe Home FY 2016 Tested- HAS LEAD
Year Built:	1955		
Property Value:			
Tax Parcel:	06912302		
Census Tract:			
Property Zone:	Council District 2		

## Repairs

<u>Description</u>	<u>Floor</u>	<u>Room</u>	<u>Exterior</u>
<b>Tear Off &amp; Reroof Shingles</b>		<b>Building Exterior</b>	<b>Exterior</b>
Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories. (13.3)			



Bid Cost:		X	=	
	Base	Quantity		Total Cost

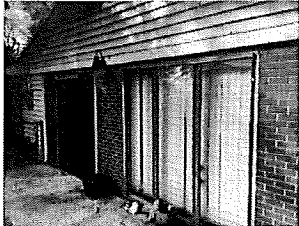
# Work Specification

## WALLS

## Building Exterior

## Exterior

At Sunroom ( Room 2 ) Remove all exterior sunroom wall glass from 2-A ( do not touch windows in wall B & D ) Rough-frame openings to Code. Frame in , centered in opening of 2- A, a window opening, complete with header, kings,jack and cripple studs. Make rough opening 74" wide by 50 " high. Use Treated sole plates and galvanized nails. Install insulation, tyvec, and vinyl siding on exterior side of framed openings and finished/painted 1/2" drywall on interior side of opening.

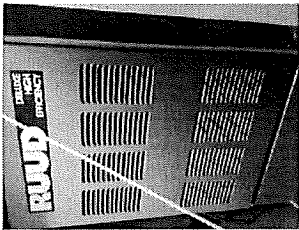


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Gas Furnace Replacement & Air Conditioner Replacement

## Heating & Plumbing

Install a gas fired, forced air furnace with minimum AFUE rating of 90 or higher to existing plenum and gas line with electronic ignition. Include programmable thermostat, flue pipe and shut- off valve. DSize furnace per heat loss analysis. Contractor to furnish Manual J calculations. Dispose of old furnace appropriately. (36.1)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Combination CO2/Smoke Detector Hard Wired

## Bedroom

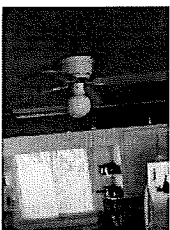
Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09) Also install hard wired Smoke Detectors in all bedrooms

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Ceiling Fan with Light Kit & Ceiling Light

## Kitchen

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps. Include ceiling fan mounting box. (35.10). Also install new light above sink at ceiling



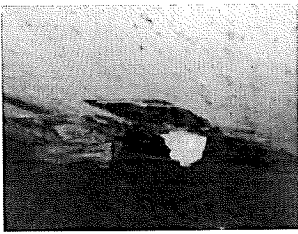
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Stove hard wired to Electrical System

Kitchen

Install a flush mounted receptacle and cover plate. Fish wire and repair all tear out as needed.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Prep & Paint Room Semi Gloss

Kitchen

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Resilient Flooring

Kitchen

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Range Hood Exterior Vented

Kitchen

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



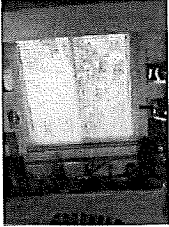
$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Double Bowl Sink Complete

### Kitchen

Install a 18 gauge 33" x 22" x 9" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

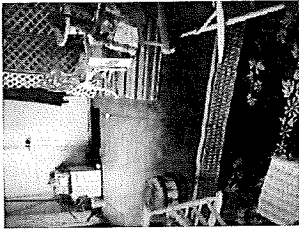


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Resilient Flooring

### Secondary Rooms

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Counter Tops Replace

### Kitchen

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture. (32.10)

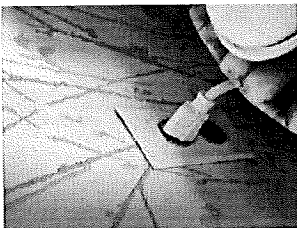


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## GFCI Receptacle 20 AMP

### Kitchen

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Cabinets Wall

## Kitchen

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements. An extra Wall Cabinet to be installed above current Island ( currently an empty wall space ).

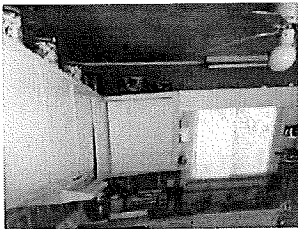


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Cabinets Base

## Kitchen

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements. Remove Island. Install base cabinet left of appliance and centered below new wall cabinet.

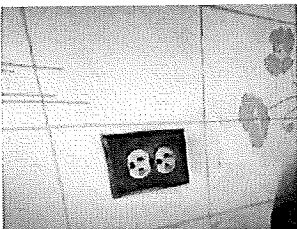


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## GFCI Receptacle 20 AMP

## Bathroom

In Hall Bath and Right-Rear Bedroom Bath, Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.



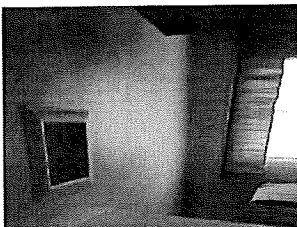
$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Bath Exhaust Fan Replace ( Hall ) & Install New ( Bedroom )

## Bathroom

Fans to installed in Hall & rear Bedroom Baths.

Install a ceiling exterior ducted, energy star vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out. (36.25)



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Grab Bars - Hall & Bedroom Baths

### Bathroom

In Hall & Bedroom Baths, Install 1 1/2" diameter S/S Grab Bars on 2 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations. (38.1)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Scuttle Hole & Trim

### Hallway

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked, and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime al new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic flat latex in all habitable rooms and low VOC acrylic semi- gloss latex in kitchen and baths. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Permits Required

### Building Exterior

### Exterior

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Exterminate Termites

### Building Exterior

### Exterior

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Dumpster

### Building Exterior

### Exterior

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Portable Toilet

### Building Exterior

### Exterior

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$



# Work Specification

## See Attached Lead Scope

Building Exterior

Exterior

All work shall be performed in accordance with applicable regulations and shall meet all applicable building codes. Building permits will be obtained as appropriate. Mecklenburg County requires building permits for Lead Hazard Reduction if the work involves activities subject to permitting under general conducts. (4.0)

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Asbestos Abatement Scope

See attached scope. An allowance to complete the scope of work attached.

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## LEAD ABATEMENT SCOPE OF WORK

## &amp; INSTRUCTIONS TO BIDDERS

Address

2609 Englehardt Street

Complete the following scope of work:

2-Mar-17

Item #	Feature	Method	Number	Cost Per L	COST
1	EXTERIOR Side B- exposed white wood base of former ceiling support beam ( above windows & door on Side B left- former carport )	Scrape loose paint & re-paint			
2	EXTERIOR Door A1 ( to Room 1 ) - light brown/white wood door jambs and stop. ( SEE #3 )	Replace door & assembly with steel pre-hung replacement door. Paint white.			
3	INTERIOR Room 1 Living Room - Door A1 - white wood door stops & jambs, ( SEE #2 )	Replace door & assembly with steel pre-hung replacement door. Paint white.			
3	INTERIOR Room 2- Sun Room - Side A, Side B & Ceiling. White wood ceiling, crown moldings, ceiling support beams & trim boards including the exposed bottoms of the ceiling support beams above windows.	Cover with Tyvec and aluminum & Vinyl ( Closet ceiling included )			
4	INTERIOR Room 2- Sun Room - Closet Door C1 - white wood door, casing, header, jambs and stops.	Replace door with steel pre-hung replacement door. Paint white.			
5	INTERIOR Room 2 - Sun Room - Door D1 - white & light brown wood Door casing, header, jambs & stops	Replace door & assembly with steel pre-hung replacement door. Paint white.			
6	Waste Disposal				
			Total		

Contractors may submit an occupant protection plan on the form provided.

1 Contact Mike Cashio if an additional form is needed. Phone 704-523-4726 Ext. 11685.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone:

Asbestos

# ABATEMENT SCOPE OF WORK & INSTRUCTIONS TO BIDDERS ASBESTOS

2609 Englehardt St.

8-Feb-17

Complete the following scope of work:		Method	Number	Cost P.	COST
Item #	Feature				
1	INTERIOR - Room 2 - Sun Room Red Vinyl Floor Covering ( on Concrete ) Approx. 200 sq ft.	Remove and dispose of material			
2	INTERIOR - Room 4 - Kitchen 1' x1' Light brown Floor Tile ( on Concrete ) Approx. 170 sq ft	Remove and dispose of material			
3	Waste Disposal				
4					
5					
6					
7					
8					
9					
10					
			Total		

Contractors may submit an occupant protection plan on the form provided.

1 Contact Jim Roy If an additional form is needed, Phone 704-968-4111.

Complete all Interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on exterior in accordance with all project manual requirements

5 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

6 Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

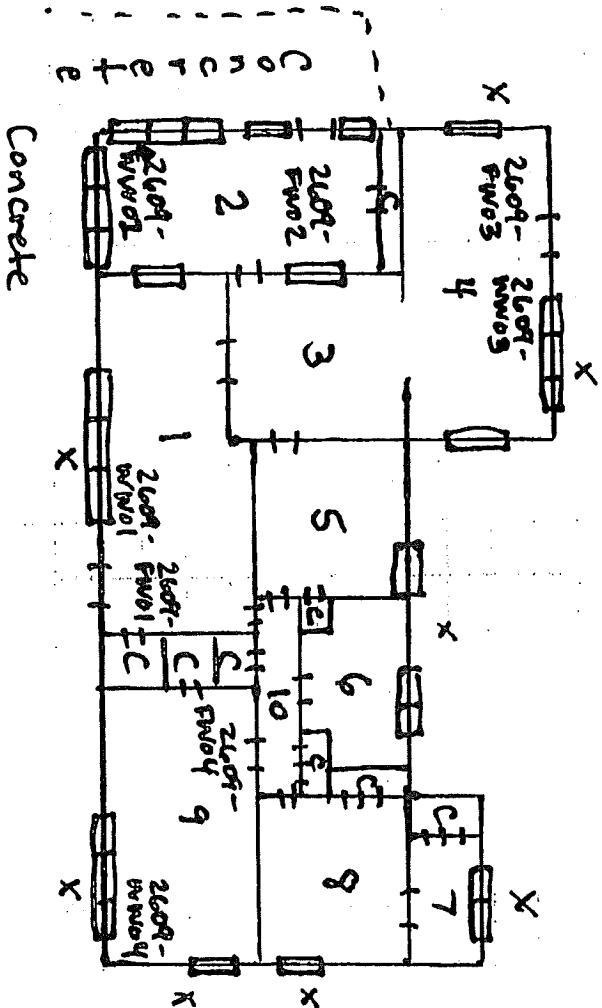
Address:

Phone:




SIDE B

SIDE C

SIDE D



## Legend

-  = Window
-  = Door
-  = Soil Sample Location

SIDE A

NOT TO SCALE



## Batched Bid Submission

### Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed to the property's listed below to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Address	Bid walk date	Addendum date	Total
Grand total Bid:			
Written Grand Total Bid:			

Company shall enter dates below based on their capacity, when they can start and finish the projects above. Project start date shall be no sooner than January 23, 2017.  
(Contractors will be held accountable for these dates.)

Project start date:	
Project Completion Date:	

Please Print and Sign:	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date:



## Invitation to Bid

**NOTE:** Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>1358 Orvis Street</b>		<b>SAFE HOME CHARLOTTE</b>
Call project manager for full address		<b>LEADS SAFE CHARLOTTE</b>
NBS 17-18		
Bid Walk: <b>3/28/17 at 10:15 am</b>		
Bid Opening: <b>4/4/17 at 2:00 pm</b>		
Client Name: Geneva Flood	Contact Number:	
Project Manager: Chuck Hitsman	Contact Number: Desk # 704-336 3495	

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman (cell # 704-622 1685).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the**

G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 1358 Orvis Street to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

Written total

Specs Dated: 02/8/17 Lead & 2/8/17 CDBG Number of Pages: 10

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

**Project Schedule:** *Minimum Start Date - April 18, 2017*

**Completion Deadline:** May 12, 2017

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336 3495  
Fax: (704) 336-3489





## **Instructions to Bidders**

### **Explanations to Bidders**

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

### **Preparation of Bids**

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

### **Submittal of Bids**

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



***SAFE HOME***  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
  - Scope of Work
  - Addenda Acknowledgement
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

# Work Specification

Prepared By:  
City of Charlotte Neighborhood & Business Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 1358 Orvis St  
Charlotte, NC 28216

Owner: Geneva Flood  
Owner Phone: Home: 236-0282  
Program(s): Lead Safe  
Safe Home FY 2016

Structure Type: Single Unit

Square Feet: 1584

Year Built: 1956

Property Value: 83700

Tax Parcel: 07508317

Census Tract:

Property Zone:

## Repairs

### Description

Floor Room Exterior

### Permits Required

#### GENERAL REQUIREMENTS

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:          X          =           
Base Quantity Total Cost

### Dumpster

#### GENERAL REQUIREMENTS

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:          X          =           
Base Quantity Total Cost

### Portable Toilet

#### GENERAL REQUIREMENTS

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:          X          =           
Base Quantity Total Cost

*DA*

# Work Specification

## Exterminate Termites

### GENERAL REQUIREMENTS

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner. (07.01)

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Smoke Detector Hard Wired ( Healthy Homes )

### GENERAL REQUIREMENTS

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Carbon Monoxide Detector Hard Wired ( Healthy Homes )

### GENERAL REQUIREMENTS

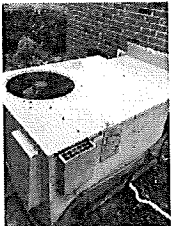
Install a hard wired carbon monoxide detector with battery backup.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Gas Pack

### GENERAL REQUIREMENTS

( Unit at Front - Right Side of House )Install combination AC/furnace unit, minimum 14 SEER design per manual J and Manual D sized correctly for this home. Incorporate rear-addition trunk-line, return and supply lines and terminate rear-addition return & supply lines and remove to Landfill. Dispose of old Gas Pack unit to landfill.

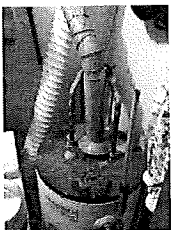


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Water heater 40 Gallon Gas ( Healthy Homes )

### GENERAL REQUIREMENTS

Install 40 gallon, glass lined, high recovery, insulated to R-7 gas water heater with a 10 year warranty. Include pressure and temperature relief valve, expansion tank, discharge tube to within 6" of floor or to outside of structure, vent, thimble, and gas piping from shut-off valve to fixture. Include new correctly sized and approved vent-pipe. Dispose of old water heater appropriately.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Replace Receptacles & Switches with Plates

### GENERAL REQUIREMENTS

Replace all receptacles, switches and cover plates throughout entire house. Use code appropriate devices. This includes any new wire required to install GFCI's in kitchen, bathrooms, laundry and exterior. This also includes any wall or ceiling damage repairs.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Lead Based Paint Scope

### GENERAL REQUIREMENTS

See attached scope. An allowance to complete the scope of work attached.

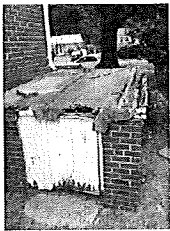
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Tear Off & Reroof Shingles - Front Brick Storage

### GENERAL REQUIREMENTS

Remove and dispose of existing roofing, inspect and repair roof deck (include 96 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles to match house. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories.

Include ledger, rafters, trim, door and door frame & caseings and hardware. Paint owners choice low VOC semi-gloss paint.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Vapor Barrier

### FOUNDATION/CRAWL SPACE

Lay 6 mil poly vapor barrier on ground in crawl space and 6" up foundation walls. Overlap seams by 2' and secure with duct tape. (6.6)

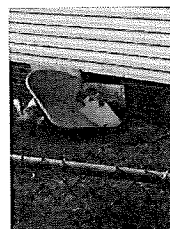


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Crawl Space Access Door

### FOUNDATION/CRAWL SPACE

Replace all 3 crawlspace door; Install a 3/4" pressure treated plywood access door in a 2" x 4" pressure treated frame. Provide galvanized iron hinges and hasp. (6.1)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Foundation Vent Screen

### FOUNDATION/CRAWL SPACE

Replace all foundation vents that are broken or unfitting with housing with heavy duty galvanized steel screening. (3.2)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Light Fixture Exterior - Front Porch

### GENERAL REQUIREMENTS

Replace or install a UL approved, LED light fixture.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prehung Metal Entrance Door - Front Door

### GENERAL REQUIREMENTS

Remove existing door, frame and threshold. Install new Energy Star rated pre-hung exterior door with fan light at top. Insulate cavity. Install mortised dead bolt and lever handled door hardware keyed alike. Install wide peep sight at proper height for wheelchair stricken owner . New casing and shoe molding will match existing. Apply primer and topcoat. this installation to include repairing any damaged header, door framing, to include wall framing, sub-floor, floor joists and sill.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Aluminum Storm Door - Front Door

### GENERAL REQUIREMENTS

Install an aluminum combination storm and screen door. Complete with self closer and locking hardware.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Pedestal Sink/ Mirror Replace Complete Front Bathroom

**BATHROOM - Hall**

Install new pedestal sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates. Install at least a 2'x2' mirror, center over sink.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring - Front Bathroom

**BATHROOM - Hall**

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## 17" Height Commode Replace - Front Bathroom

**BATHROOM - Hall**

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

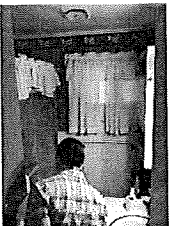


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Grab Bars - Front Bathroom

**BATHROOM - Hall**

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations. (38.1)



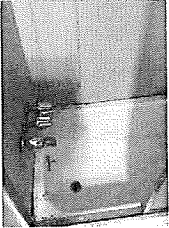
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Bathtub and Shower Surround 5' Fiberglass

### BATHROOM - Hall

Install a 5', white Swan or equivalent 3 piece, fiberglass shower surround. Caulking all seams and penetrations. Include new single handled tub/ shower diverter valve and drain. (34.29)



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

## Interior Prehung Door - left/middle bedroom

### HALL

Locate bedroom with hole in door and hardware missing. Install a 1- 3/8" prehung, door including casing both sides and lockset. Match existing style and finish.

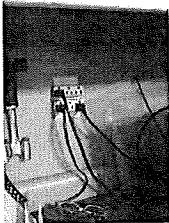


$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

## GFCI Receptacle 20 AMP - Front Bathroom

### KITCHEN

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$

## Floor Tile Repair - Kitchen

### KITCHEN

Identify two missing floor tile (at living Rm to kitchen & kitchen to dining Rm). Using appropriate adhesive, fasten matching floor tile to a clean, dry surface and grout to match.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$$



# Work Specification

## Bi-Fold Door - Master Bedroom ( 2 Sets )

## Bedroom - Master

Remove existing ( 4 bi-fold doors ) Hang a hollow core, bi-fold door including overhead track, all hardware and casing, plumb and centered within the opening. Match existing style and finish. (16.8)



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## Aluminum Storm Door

## GENERAL REQUIREMENTS

Install new locking hardware/handle.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

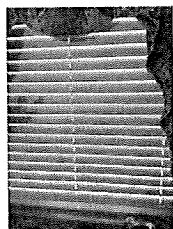
## Vinyl Window

## EXTERIOR

## Exterior

Dispose of window units and any security bars. Field measure, order and install new Energy-Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in pvc coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill.

Rooms, 5,6,7 & 8



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## REPAIR Handrails - Side Door entrance

## EXTERIOR

## Exterior

Install to code existing handrails.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

# Work Specification

## Doorbell System Front Door

### LIVING ROOM

Install a doorbell system containing a low voltage transformer, power connection, buzzer and front door button. (35.11)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Wallpaper Removal/ Painting/Drywall Repair - Front Bathroom

### BATHROOM - Hall

1. Remove existing wallpaper to a clean wall surface ready for primer and paint. Include a thin skim coating of lightweight joint compound sanded and smoothed if needed.
2. Paint entire room using low VOC semi-gloss latex paint.
3. Repair any drywall imperfections once vanity, tub and shoe moldings are removed. Sand smooth and make paint ready.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Accessory Set - 3 Piece Chrome - Front Bathroom

### BATHROOM - Hall

Install a chrome plated steel bathroom accessory set consisting of a 24" towel bar, hand towel ring, and toilet paper holder.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Bath Exhaust Fan Replace - Front Bath

### BATHROOM - Hall

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out. (36.25)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Light Fixture Replace - Front Bathroom

### BATHROOM - Hall

Replace or install a wall mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps, centered over pedestal sink.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## GFCI Receptacle 20 AMP - Kitchen

### BATHROOM - Hall

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

Address

1358 Orvis Street

Complete the following scope of work:

8-Feb-17

Item #	Feature	Method	Number	Cost	P. COST
1	Room 1- Living Room - Windows, A1,A2,A3 & D1 - elevated dust level on interior sill ( exterior window components coated with lead-containing paint )	Complete specialized cleaning techniques on interior window components of Room 1,2,3,4,9 & 10			
2	Waste Disposal				
3					
4					
5					
6					
7					
8					
9					
10					
			Total		

Contractors may submit an occupant protection plan on the form provided.

1 Contact Jim Roy if an additional form is needed. Phone 704-968-4111.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on exterior in accordance with all project manual requirements

5 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

6 Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

Phone:

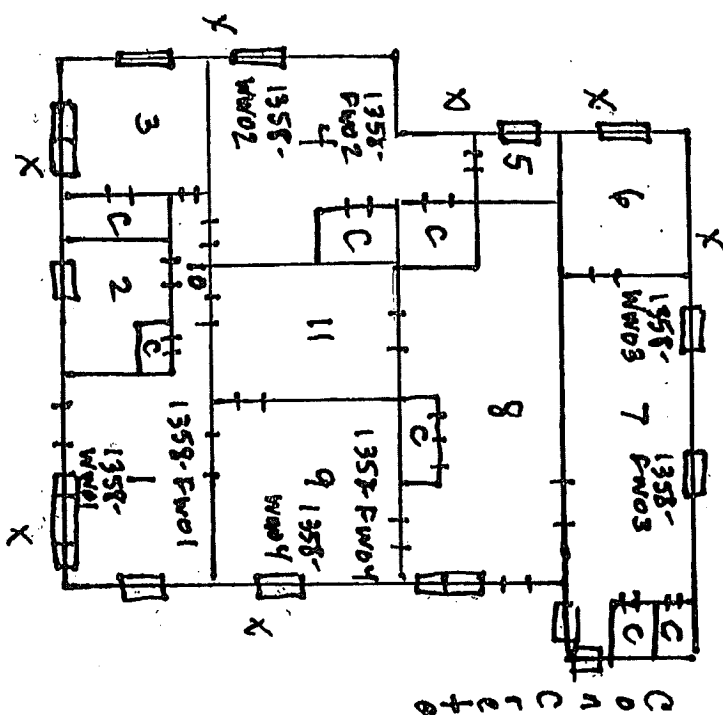


**ROY CONSULTING  
GROUP CORPORATION**  
*Providing integrated environmental and geotechnical solutions*




1358 Orvis Street  
Charlotte, NC 28216

**SIDE C**

**SIDE B**



**Legend**

-  = Window
-  = Door
-  X = Soil Sample Location

**SIDE A**

**NOT TO SCALE**

**SIDE D**



## Batched Bid Submission

### Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed to the property's listed below to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Address	Bid walk date	Addendum date	Total
<b>Grand total Bid:</b>			
<b>Written Grand Total Bid:</b>			

Company shall enter dates below based on their capacity, when they can start and finish the projects above. Project start date shall be no sooner than January 23, 2017.  
(Contractors will be held accountable for these dates.)

<b>Project start date:</b>	
<b>Project Completion Date:</b>	

Please Print and Sign:	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date:



## Invitation to Bid

**NOTE:** Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

**Documents included in Package:**

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

**Bid Walk & Bid Opening:**

Project Address: <b>1932 Finchley Dr.</b>		<b>SAFE HOME CHARLOTTE</b>
Call project manager for full address		<b>LEADS SAFE CHARLOTTE</b>
		NBS17-18
Bid Walk: <b>3/28/17 at 8:00 am</b>		
Bid Opening: <b>4/4/17 at 2:00 pm</b>		
Client Name: Patricia Crowder	Contact Number:	
Project Manager: Chuck Hitsman	Contact Number: Desk # 704-336 3495	

**Bid Walk and Bidding Instructions:**

*All bid walks are mandatory.*

*If you are going to be late the policy is the following:*

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman (cell # 704-622 1685).

*Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.*

**The Bids will be opened at 600 East Trade St. immediately following the**

G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN



**SAFE HOME**  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

above due date and time.

**Company Acknowledgement:**

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 1932 Finchley Dr. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

***All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:***

Dollars (\$ \_\_\_\_\_ )

*Written total*

Specs Dated: 01/17/17 Lead & 2/6/17 CDBG Number of Pages: 15

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

**Project Schedule:** *Minimum Start Date - April 18, 2017*

**Completion Deadline:** May 12, 2017

***Please Print and Sign:***

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



### **Requirements For Bidders**

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman  
Rehabilitation Specialist  
City of Charlotte  
Neighborhood and Business Services  
600 E. Trade St.  
Charlotte, NC 29202  
PH: (704) 336 3495  
Fax: (704) 336-3489





## **Instructions to Bidders**

### **Explanations to Bidders**

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

### **Preparation of Bids**

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

### **Submittal of Bids**

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



***SAFE HOME***  
**CITY OF CHARLOTTE**  
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
  - Scope of Work
  - Addenda Acknowledgement
  - Itemized Work Sheet
  - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS  
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

LEAD ABATEMENT SCOPE OF WORK  
& INSTRUCTIONS TO BIDDERS

Address

1932 Finchley Dr.

Complete the following scope of work:

1-Feb-17

Item #	Feature	Method	Number	Cost	P. COST
1	Throughout- white vinyl window sashes, frames & wells ( lead contained within the matrix of the vinyl )	Complete specialized cleaning			
2	Elevated Dust Levels on Interior Floors & Sills	Complete specialized cleaning on interior floors, window sills & window wells			
3	Waste Disposal				
4					
5					
6					
7					
8					
9					
10					
			Total		

Contractors may submit an occupant protection plan on the form provided.

1 Contact Mike Cashio if an additional form is needed. Phone 704-523-4726 Ext. 11685.

Complete all interior work in a unit in a single day.

2 Allow for replacement of 50 board feet of rotted wood.

3 Unless otherwise noted any window or door removal and replacement

4 includes frame and trim on both sides.

In lieu of complete removal, window frames may be enclosed with vinyl on

5 exterior in accordance with all project manual requirements

6 Contact Jim Roy to conduct inspections prior to repainting or other putback and after vinyl siding installation.

Windows being placed in a bathroom need to be tempered glass.

Total Bid

Acknowledgement of Addenda (if any):

Addendum#	Date

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within 60 days of award.

Signature of authorized contractor representative

Contractor Submitting Bid:

Address:

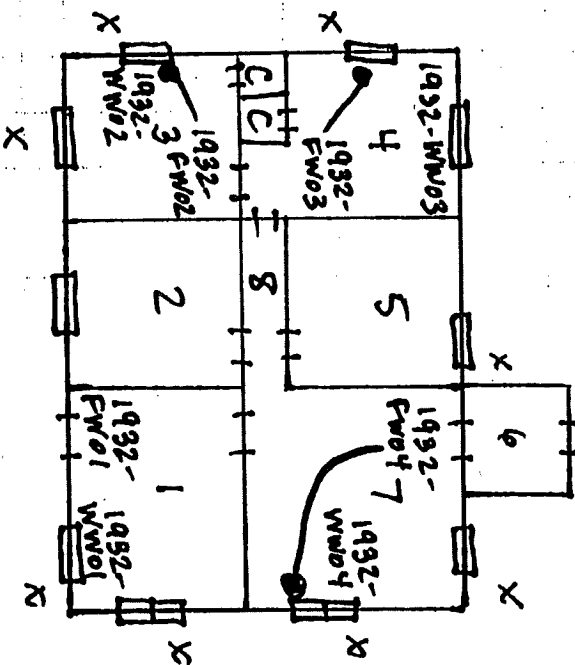
Phone:

DA

**Providing integrated environmental and geotechnical solutions**

**Charlotte, NC 28215**

## SIDE B



## SIDE D

## Legend

## SIDE A

**NOT TO SCALE**

 = Window

 = Door

**X = Soil Sample Location**

# Work Specification

Prepared By:  
City of Charlotte Neighborhood & Business Services  
600 E. Trade Street  
Charlotte, NC 28202  
(704) 336-7600

## Property Details

Address: 1932 Finchley Dr  
Charlotte, NC 28215

Owner: Patricia Crowder

Owner Phone: (704) 536-2709

Structure Type:

Program(s): Emergency Repair  
Safe Home FY 2015  
Tested- HAS LEAD

Square Feet: 1008

Year Built: 1949

Property Value:

Tax Parcel: 09905432

Census Tract:

Property Zone: Council District 1

## Repairs

### Description

Floor

Room

Exterior

### Emergency Plumbing

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

### Emergency Heat

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost

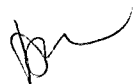
### Ceiling Fan with Light Kit - KITCHEN

KITCHEN

Exterior

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps.  
Include ceiling fan mounting box. (35.10)

Bid Cost: \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_  
Base Quantity Total Cost



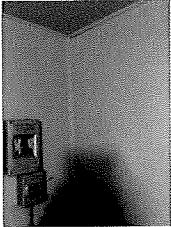
# Work Specification

## Wall Finish Repair - KITCHEN

KITCHEN

Exterior

Repair wall finish. Patch drywall or plaster holes in wall greater than one inch. All others use an adhesive mesh and mud over the mesh with the appropriate material. Wet sand smooth. ( Also 26.0 - Plaster)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Ceiling Repair - KITCHEN

KITCHEN

Exterior

Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mess and mud over mesh with the appropriate material. Wet sand and smooth.



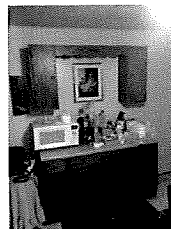
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Cabinets Wall - KITCHEN

KITCHEN

Exterior

Replace wall cabinets. Cabinets are to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.  
Install at current sink area



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Cabinets Base - KITCHEN

KITCHEN

Exterior

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements.

Install at current sink wall , include wall to corner, wall towards door entry.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Counter Tops Replace - KITCHEN

KITCHEN

Exterior

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture. (32.10)

Countertop will be installed at current sink area, extending towards living room wall, turning right on living room wall and ending at stove. Additional countertop will be on base cabinets installed at opposite wall of sink.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Double Bowl Sink Complete - KITCHEN

KITCHEN

Exterior

Install a 18 gauge 33" x 22" x 9" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings. (34.23)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Range Hood Exterior Vented - KITCHEN

KITCHEN

Exterior

Install an exterior ducted enameled range hood with integral controls and light capable of 100 cfm at 70 sones. Attach hood to cabinet with screws. Include metal vent and roof or wall cap/damper assembly, using #14 copper Romex. Owner's choice of color.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Resilient Flooring - KICHEN

KITCHEN

Exterior

Remove existing floor covering.

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.



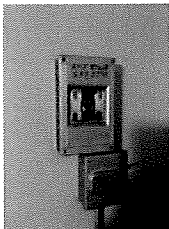
$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## SPECIAL ELECTRIC - KITCHEN

KITCHEN

Exterior

Terminate/remove sub-panel box in kitchen and if required relocate to exterior.



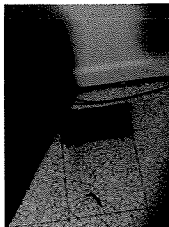
$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## SUPPLY Air Return Grill - KITCHEN

KITCHEN

Exterior

Replace grill with new sized grill.



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

## GFCI Receptacle 20 AMP - KITCHEN

KITCHEN

Exterior

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed. Install above countertop at either end of new sink



$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$



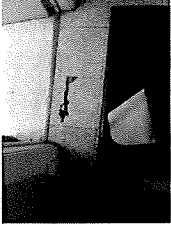
# Work Specification

## Floor System Repair - HALL

HALL

Exterior

Install 3/4" subfloor where decayed. Replace all deteriorated band joists and insulating floor to code if required.



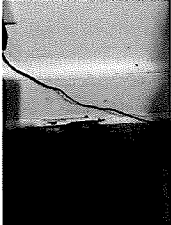
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Quarter Round Molding - LIVINGROOM

LIVING ROOM

Exterior

At decayed 1/4 round area, remove decayed trim, splice in new material and terminate new piece at wall. Install 1/4" quarter round molding nailed 16" on center to create the tightest possible seal between the baseboard and finished flooring. Paint new molding to match existing trim. Two coats of low VOC semi-gloss paint.



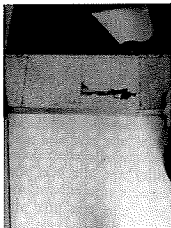
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Floor System Repair - BATHROOM

BATHROOM - Hall

Exterior

Install 3/4" subfloor where decayed. Replace all deteriorated band joists and insulating floor to code if required.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Vanity/ Counter Top/ Sink/ Mirror Replace Complete - BATHROOM

BATHROOM - Hall

Exterior

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Drywall Entire Room - BATHROOM

BATHROOM - Hall Exterior

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Drywall over cement walls. Apply tape and 3 coats of compound to achieve a professional finish. Wet sand ready for paint.

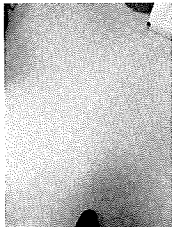


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Resilient Flooring - BATHROOM

BATHROOM - Hall Exterior

Remove existing floor covering.  
Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Bath Exhaust Fan Install - BATHROOM

BATHROOM - Hall Exterior

Install a ceiling or through-the-wall, exterior ducted, vent fan with damper. Include power and switch wiring using #14 copper Romex. Repair any tear out. (36.25)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Prep & Paint Room Semi Gloss - BATHROOM

BATHROOM - Hall Exterior

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



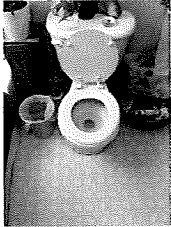
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## 17" Height Commode Replace - BATHROOM

BATHROOM - Hall Exterior

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## GFCI Receptacle 20 AMP - BATHROOM

BATHROOM - Hall Exterior

Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

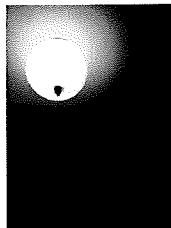


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Light Fixture Replace - BATHROOM

BATHROOM - Hall Exterior

Replace or install a ceiling mounted 2 bulb or wall mounted 4 bulb strip, UL approved, CFL or LED light fixture with shade and lamps.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Ceramic Wall Tile - BATHROOM

BATHROOM - Hall Exterior

Remove existing wall tile and re-install new tile in its place, height with bull-nose edges after installing the new drywall. Install owner's choice ceramic wall tile over cement fiberboard with troweled adhesive. Include preformed base, cap, stop, return and trimmer pieces to complete installation. After at least 24 hours drying time, apply latex based portland cement grout. Clean all excess grout and apply mildew resistant white silicone caulk at all seams, fixture lips and pipe penetrations. Include new tub-end wall



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Replace Supply Registrar - BATHROOM

BATHROOM - Hall Exterior

Replace grill with new capable of containing it's own filter.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Ceiling Fan with Light Kit - FRONT / CENTER BEDROOM

BEDROOM -2 Exterior

Install a 52" 3 speed flush mounted ceiling fan with a minimum two bulb UL approved, CFL or LED light fixture with shade and lamps. Include ceiling fan mounting box. (35.10)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Resilient Flooring - FRONT CENTER BEDROOM

BEDROOM -2 Exterior

Remove existing floor covering.

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.

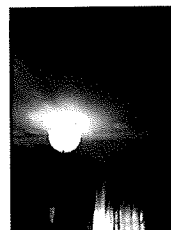


Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Ceiling Repair - LEFT REAR BEDROOM

BEDROOM 3 Exterior

Repair ceiling finish. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mess and mud over mesh with the appropriate material. Wet sand and smooth. PAINT flat white.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

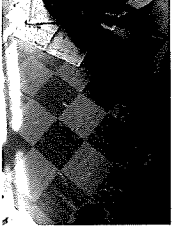
## Resilient Flooring - LEFT REAR BEDROOM

BEDROOM 3

Exterior

Remove existing floor covering.

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Resilient Flooring - LEFT FRONT BEDROOM

Bedroom - Master

Exterior

Remove existing floor covering.

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Doorbell System

GENERAL REQUIREMENTS Exterior

Install a doorbell system containing a low voltage transformer, power connection, buzzer and front door button. (35.11)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Permits Required

GENERAL REQUIREMENTS Exterior

The contractor is responsible obtaining and paying for all permits required. Said permits shall include all items in this scope of work.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Dumpster

GENERAL REQUIREMENTS Exterior

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## Portable Toilet

GENERAL REQUIREMENTS Exterior

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Exterminate Termites

GENERAL REQUIREMENTS Exterior

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner. (7)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Smoke Detector Hard Wired - BEDROOMS

GENERAL REQUIREMENTS Exterior

Install UL approved, interconnected, ceiling mounted smoke and heat detectors permanently wired into a receptacle boxes with battery backups in bedrooms and outside of sleeping areas.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Combination CO2/Smoke Detector Hard Wired - HALL

GENERAL REQUIREMENTS Exterior

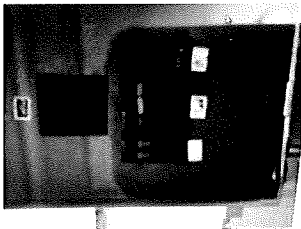
Install a hard wired combination carbon monoxide and smoke detector with battery back up. (35.09)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Electric Service 200 AMP

GENERAL REQUIREMENTS Exterior

Replace electrical service with new 200 amp, main disconnect, 110/220 volt, 24 circuit panel board, meter socket, weather head, service cable, ground rods and cable. Include replacement of all sub-panels. Caulk exterior service penetration. (35.2)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

## Lead Based Paint Scope

GENERAL REQUIREMENTS Exterior

See attached scope. An allowance to complete the scope of work attached.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

# Work Specification

## RESURFACE GRAVEL DRIVEWAY

## GENERAL REQUIREMENTS

\*Gravel drive way 10 feet wide and 2 inches deep on all surfaces currently graveled. Use washed clean stone, 1/4" - 3/8" sized.



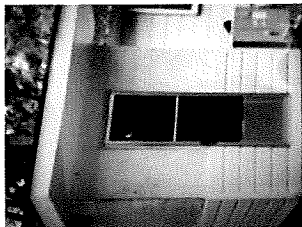
Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Vinyl Siding - Rear Addition ONLY

## EXTERIOR

## Exterior

Replace all deteriorated exterior building components. Wrap home with Tyvek vapor/ infiltration barrier. Install vinyl clapboard siding including corners, door and window trim to complete installation. Coil Metal Stock to be utilized at all other surface products on addition. Owner's choice of siding color, exposure, and texture with 50 year warranty. (11.4)



Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Accessory Set - 3 Piece Chrome - BATHROOM

## BATHROOM - Hall

## Exterior

Install a chrome plated steel bathroom accessory set consisting of a 24" towel bar, hand towel ring, and toilet paper holder.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Grab Bars - BATHROOM

## BATHROOM - Hall

## Exterior

Install 1 1/2" diameter S/S Grab Bars on 3 walls at height of 36" (include wood blocking in wall. Each bar must hold 300 pounds). Owners choice of locations. (38.1)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Replumb Waste Lines & Vents- SUMP PUMP & CROCK

## FOUNDATION/CRAWL SPACE

Remove existing sump pump . Install sized sump, crock and electrical to code.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

# Work Specification

## Foundation Vent Screen

FOUNDATION/CRAWL SPACE

Replace foundation vent housing with heavy duty galvanized steel screening. (3.2)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Dryer Vent - EXTERIOR

EXTERIOR

Exterior

Install 4" rigid aluminum vent tubing from the specified dryer location to a 4" wall mounted dryer vent hood with a back flow preventer and NO screening. Fasteners shall not protrude into the interior of the exhaust duct. Seal all seams in the system with duct mastic or aluminum foil tape, not duct tape. Secure duct and hood to framing. (34.20)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Bathtub --- Re-surface white enamel - BATHROOM

Re-surface white enamel paint on bathtub. Include new; shower head, single handle tub/shower diverter valve & drain.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Prep & Paint Room Semi Gloss - KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Resilient Flooring - HALLWAY

Remove existing floor covering.

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood 1/4 round at all perimeters to complete installation.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

## Weatherization - FRONT DOOR

Remove existing weather stripping. Install new weather stripping ( do not use adhesive product ). Install new door sweep and aluminum threshold aluminum plate with rugger seal.

Bid Cost:  $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$



# Work Specification

## Floor / Wall System Repair - HALL

Termite damage on HALL WALL between front center & front left bedrooms.

Install new drywall on HALLWAY SIDE between front center bedroom & front left bedroom. Include replacing all deteriorated wall studs and plate to code. Prep & Paint entire hallway with low VOC paint.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

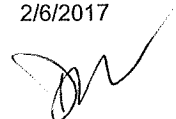
### Certification

Contractor Name: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





## Batched Bid Submission

### Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed to the property's listed below to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Address	Bid walk date	Addendum date	Total
<b>Grand total Bid:</b>			
<b>Written Grand Total Bid:</b>			

Company shall enter dates below based on their capacity, when they can start and finish the projects above. Project start date shall be no sooner than January 23, 2017.  
(Contractors will be held accountable for these dates.)

<b>Project start date:</b>	
<b>Project Completion Date:</b>	

Please Print and Sign:	
Company Name/Firm:	
Authorized Representative Name:	
Signature:	Date: